


Republic of the Philippines  
**MGO LA PAZ, LEYTE**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO LA PAZ, LEYTE in the CSC website:

  
GERALDINE P. PIANO  
HRMO - Designate

Date: July 15, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Clerk III	34	6	₱ 11,340.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		LGU- La Paz
2	Revenue Collection Clerk II	29	7	₱ 12,025.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		LGU- La Paz
3	Population Program Officer I	6	11	₱ 16,714.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		LGU- La Paz
4	Local Revenue Collection Officer I	57	11	₱ 16,714.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		LGU- La Paz
5	Municipal Social Welfare Development Officer I	55	24	₱ 60,719.00	Bachelor's degree in Social Work or Bachelor's degree preferably in Sociology or any related course	None Required	3 years experience in the practice of social work	Relevant R.A. 1080 (Social Worker)		LGU- La Paz
xxxxNothingFollowsxxxx										

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than July 30, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

GERALDINE P. PIANO  
HRMO-Designate  
LGU-La Paz, Leyte  
[hrlgulapazleyte08@gmail.com](mailto:hrlgulapazleyte08@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**